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Approved For Release 2003/11/06 : CIA-RDP84-00933R000300340019-4

ODP 81-566
1 May 1981

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MEMORANDUM FOR: [REDACTED]

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[REDACTED]

FROM: [REDACTED]

Executive Officer, ODP

SUBJECT: ADP Briefing [REDACTED]

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1. Attached is the final agenda for the ADP briefing for Messrs. [REDACTED] and [REDACTED] The Director of Data Processing will kick off the briefing by giving a general overview of ADP use and management in CIA and explaining how the two days of briefings are organized. Your component is welcome to attend this session, or any other session. [REDACTED]

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2. I have divided the two days into four blocks by general topics and briefers:

Wednesday morning

- ODP overview of ADP hardware, software, and applications.

Wednesday afternoon

- Information security and secure communications.

Thursday morning

- NFAC applications.

Thursday afternoon

- DDO applications and wrap-up.

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2. Briefers are free to organize their presentation as they think best. The titles and arrangements of topics are intended only as a checklist to make sure we answer all of our visitors' questions. The letters in parentheses refer to the questions in paragraph 8 [REDACTED] which I sent you earlier.

[REDACTED]

3. Please give me a call if you have any questions--red [REDACTED]

Thanks for your help. [REDACTED]

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Att

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AGENDA

ADP BRIEFING

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Wednesday, 6 May 1981

0900-1145 ADP Systems
Room 2D03 ° ADP Overview
ODP ° Computers in Use (a)
 ° Operating Systems Used (a)
 ° ADP Personnel (EE)
 ° General Types of Applications (a)
 ° Data Base Management Software, GIMS, RAMIS (b/iii)
 ° Electronic Mail (e)
 ° Disaster Backup and Recovery Arrangements (q)
 Off-site Storage of Data and Programs (z)
 ° Hardware Maintenance (FF)
 ° Data Base Administration (II/ii)
 ° Software Availability (NN)

1145-1315 Lunch

1315-1415 Information Systems Security
OS/ISSG ° Selective Access (1/i-vi)
Room 2D03 ° Access Logs (0/i-iii)
 ° Security Testing (p)
 ° Theft and Copy Protection (r)
 ° Software Testing (t)
 ° Memory and Magnetic Media Erasure (u)
 ° User Identification (v) (x)
 ° Event Log Inspection (w)

1415-1515 Communications and Communications Security
OC ° Secure Data, Voice, and Facsimile Transmission (k)
Room 2D03 (AA) (BB)
 ° TEMPEST Equipment (n)

1530-1630 Tour of Ruffing Center
ODP

ADP BRIEFING [REDACTED] (Continued)

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Thursday, 7 May 1981

0900-1145 Information Storage and Retrieval Systems
NFAC, OCR ° User Acceptance, Management, and Justification of
Room 1H19 Computer Systems (GG) (HH) (II)
 ° Word Processing and Text Editing (f)
 ° User Files - SAFE (h)
 ° Micrographics - ADSTAR (m)
 ° Indexed Text Files (b) (c)
 ° Unedited Text Files (JJ)
 ° Workstations (KK) (11) (MM)
 ° High speed Text Search (b/ii)
 ° Software Exchange (NN)

1145-1315 Lunch

1315-1515 Special Information Storage and Retrieval
IMS ° ALLSTAR Briefing and Demonstration
Room 1D35 will cover (g) (i) (j) (m) (s) (v) (w) (cc) (DD)
 (EE) (GG) (II) (NN) (OO)

1530-1530 Wrap-up
ODP Room 2D03